ROUDHAM & LARLING PARISH COUNCIL

**Minutes of the Annual Parish Meeting of Roudham & Larling Parish Council held on Thursday, 18 May 2023 at** St George’s Distillery, Harling Road, Roudham and the Annual and May Parish Council Meeting.

**Present**: Councillors: Sarah Gosling (Chair), Brendan Larwood (Vice Chair),Clare Lamberti, Louise Martin, Dudley Stammers, Andrew Nelstrop, Steven Askew, County Councillor.

Alison Pena (Locum Clerk).

No Members of the Public (MoPs).

**ANNUAL MEETING**

1. **Apologies for absence:** Cllr Fairchild and District Councillor, Nunn
2. **Minutes** of the 2022 Annual Parish Meeting held on 19 May 2022: agreed.
3. **Chair’s Annual Report on activities of the Parish Council during 2022-23:**

Cllr Gosling noted that this was her second report as Chair and confirmed that she had stepped down from the parish council for personal reasons after ten years on the parish council. Unfortunately during the year two key members of the PC had been lost with one passing away in August 2022 having served 30 years on the PC and the long standing Clerk suffering severe illness and not able to continue in the role. The parish council had considered many planning applications and in May 2022 had successfully seen the application for a Pet Crematorium withdrawn after many concerns were raised. She noted that the parish council was small but active. A number of applications for small in-fills in Larling were being made which was of concern to the detriment of the village and the parish council needed to be mindful of these for the future. Crendon Engineering’s applications were of concern as were those from Anvil Park Stud and Rory Holbrook and needed to be monitored closely due to the impact on the parish and highways. The current application at Camp Farm was a further concern.

She was pleased to report that the 40mph speed limit on Harling Road had finally been erected after an eighteen month wait and that police continued to monitor speeding.

She thanked all councillors as well as Steve Askew and William Nunn for their support.

1. **Public Q&A –** n/a

**Annua**l **and Parish Council Meeting – May 2023**

1. **To elect a Chair of the Council:** Cllr Stammers proposed and Cllr Martin seconded that Cllr Larwood be elected as Chair of the parish council. Cllr Stammer agreed to serve for the next twelve months.
2. **Chair’s declaration of acceptance of office:** completed.
3. **To appoint a Vice-Chair of the Council:** it was not that no one wished to stand as vice chair. The clerk would consult BDC regarding arrangements in the absence of the Chair.

**ACTION: Clerk to action**

1. **Apologies for absence**: Cllr Fairchild and District Cllr Nunn.
2. **Uncontested elections and co-option:** Andrew Nelstrop put his name forward and it was agreed that he be co-opted onto the parish council, the DPI forms were duly completed. The other vacancy would remain unfilled for the time being.
3. **Dispensations**: none.
4. **Declarations of Interest**: none.
5. **Reports from the District and County Councillors:** CCllr Askew noted that he had sent his annual report out ahead of the meeting. He was pleased with the withdrawal of the planning application for the Pet Crematorium and noted that the proposed AD plant at Camp Farm was of concern especially the impact on traffic through the parish and Harling. Cllr Nelstrop raised concerns about the traffic limit at the railway crossing and the inability of two vehicles to pass on the nearby bridge; it was agreed this would be reported to NCCH by both Cllr Askew and the parish council. It was noted that Camp Farm AD plant resided in Bridgham not Roudham as per the planning application; Cllr Askew said that all nearby parish councils would be consulted so any error would not impact on the planning process. He was pleased to have been involved in getting the 40mph speed limit on Harling Road which had taken some time to achieve having started discussions with NCCH in 2020.

It was noted that District Cllr Nunn had also sent his annual report through prior to the meeting.

1. **Public participation session:** Cllr Larwood thanked Mrs Gosling for her service on the parish council and latterly as Chair; if she wished to rejoin the PC at any time she would be welcomed back.

Cllr Larwood reported that the accounts for Larling Fen Charity had been completed for the year ending 31 March 2023 and were available if anyone wanted to view them.

1. **Minutes:** the minutes of the meeting held on Tuesday, 20 April 2023 the minutes were duly agreed and signed by the Chair.
2. **Matters arising:**
	1. **Barradale Farm Asbestos Removal –** nothing to report.
	2. **Crendon Engineering Planning Enforcement –** it was noted enforcement action would need to wait for six months pending any appeal but that the site/height of racking was still causing distress to the neighbours.
	3. **Acorn Bioenergy AD Presentation –** the Clerk noted that the public meeting would be held on 31 May 2023. Flyers had been prepared and would be distributed to all residents in Roudham, Larling and Bridgham over the next few days.
	4. **Parish Clerk Vacancy –** no applications had been received, to be discussed at the June meeting.
	5. **Highways –** nothing further to report.
3. **Correspondence:**
	1. Gallagher Insurance Brokers: Invitation to renew and Terms of Business Agreement – noted.
	2. Hiscox: Policy details – noted.
	3. Hiscox: Quote Schedule – noted.
	4. Mobile Library changes – noted.
	5. Passenger Bus Consultation – noted.
4. **Planning**:
	1. **3PL/2023/0449/F –** Demolition of an existing section of the dwelling and the proposal of a new 1.5 storey side extension and south west log burner flue – **The Old School, Watton Road –** no objection**.**
	2. **3PL/2023/0489/LU –** Positioning of a mobile shipping container by a reservoir to house pump electrical equipment controls – Certificate of Lawfulness, Proposed Use – **Land as part of Barkers Farm Watton Road –** noted**.**

**ACTION: Clerk to respond on Planning Portal.**

1. **Finance:**
	1. **Payment of £446.90 to Arthur J Gallagher Insurance Brokers Limited**, in acceptance of their quote no.112390696, being the renewal of the Council’s insurance for the year ending 31 May 2024, the third year of a three-year fixed-term agreement – approved.
	2. **Monthly Financial Report –** received and noted.
	3. **AGAR and Audit documents –** it was noted that these will be presented for approval and sign off at the June meeting.

**ACTION: Clerk to action.**

1. **Matters for consideration at the next meeting:** Camp Farm AD Plant.
2. **Date of the next Meeting:** **Thursday, 15 June 2023**, at 7.30 p.m. in Bridgham & Roudham Village Hall, Chapel Lane, Bridgham.

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**Brendan Larwood, Chair**

15 June 2023

**Future Meeting dates:**

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| Thursday 20 July 2023Thursday 21 September 2023Thursday 19 October 2023Thursday 16 November 2023 Thursday 21 December 2023 |  |  |
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**Note**: Meetings will only be called if there is business to discuss which cannot wait until the following scheduled meeting date.